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Intergovernmental Preparatory Committee for
the Third United Nations Conference on the
Least Developed Countries
First session
New York, 24 July 2000
Item 2 of the provisional agenda

ADOPTION OF THE AGENDA AND ORGANIZATION OF WORK

I. PROVISIONAL AGENDA

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II. ANNOTATIONS TO THE PROVISIONAL AGENDA

Introduction

1. The first session of the Intergovernmental Preparatory Committee for the Third United Nations Conference on the Least Developed Countries will be convened from 24 to 28 July 2000 at United Nations Headquarters in New York, pursuant to paragraph 2 of General Assembly resolution 54/235. The second session will be held in the first quarter of 2001 in New York. The Intergovernmental Preparatory Committee will undertake substantive preparations for the Conference, including a review of progress in the preparatory process and an assessment of progress in the implementation of the Programme of Action during the 1990s at the country level. It will also consider the provisional rules of procedure of the Conference and organizational aspects of the work of the Conference.

Item 1: Election of officers

2. Following consultations with regional coordinators and in the light of information provided by the Secretary-General of the Conference to the twenty-fourth executive session of the Trade and Development Board of UNCTAD, it is proposed that the Bureau of the Intergovernmental Preparatory Committee should be composed of 10 members, namely the Chairman, eight Vice-Chairmen and the Rapporteur, with account being taken of the need to ensure equitable geographical distribution. Furthermore, the President of the Trade and Development Board, the European Union, which is hosting the Conference, and the Co-ordinator of the LDCs should be fully associated with the work of the Bureau as *ex officio* members.

3. Should the Intergovernmental Preparatory Committee decide to establish working groups, the Chairmen of such working groups should be chosen from among the eight Vice-Chairmen.

Item 2: Adoption of the agenda and organization of work

4. The provisional agenda has been drawn up on the basis of consultations, in keeping with traditional practice and in response to General Assembly resolution 54/235.

5. The secretariat will make suggestions for the organization of work and will present a tentative timetable of meetings at the beginning of the session.

Item 3: Substantive preparations for the Conference

6. The Intergovernmental Preparatory Committee is expected to consider the substantive preparations for the Conference on the basis of the country-level programmes of action, the reports of the expert-level preparatory meetings, and the reports of the inter-agency consultations and the meetings of the Consultative Forum on the preparatory process.

7. For the consideration of this item, the Intergovernmental Preparatory Committee will have before it the following documentation:

(a) The reports of the three expert-level preparatory meetings, one for English-speaking African LDCs (Addis Ababa, Ethiopia, 27-29 March 2000) (A/CONF.191/IPC/2); one for Asian and Pacific LDCs (Kathmandu, Nepal, 3-5 April 2000) (A/CONF.191/IPC/3); and one for French-speaking African LDCs and Haiti (Niamey, Niger, 18-20 April 2000) (A/CONF.191/IPC/4). The purpose of these Meetings was to provide inputs to the country-level preparatory process, the preparatory process for the Conference and the Conference itself;

(b) The reports of the first, second and third inter-agency consultations on the preparatory process for the Conference. The objective of the inter-agency consultations is to ensure the full mobilization and coordination of all relevant organs, organizations and bodies of the United Nations system, as well as other relevant institutions, for the purpose of carrying out preparations for and providing follow-up to the Conference;

(c) The reports of the first, second and third meetings of the Consultative Forum on the preparatory process for the Conference. The Consultative Forum was established by the Secretary of the Conference to serve as a medium of interfacing and consensus-building between the United Nations organizations and agencies and other stakeholders;

(d) A note by the secretariat on the contributions of organizations and agencies to the preparatory process for the Conference;

(e) Draft country-level programmes of action prepared by Governments of least developed countries, which are being made available to the Committee for comments to help in finalizing these programmes.;

(f) Background documents:

(i) Issues note prepared by the secretariat;

(ii) *The Least Developed Countries 1999 Report* (UNCTAD/LDC/1999);

(iii) *The Trade and Development Report, 1999* (UNCTAD/TDR/1999);

(iv) Information note on the progress in the implementation of the Integrated Framework for Trade-Related Technical Assistance (paragraph 8 of General Assembly resolution 54/235.

Item 4: Provisional agenda and organization of work for the Third United Nations Conference on the Least Developed Countries

8. The draft provisional agenda for the Third United Nations Conference on the Least Developed Countries was prepared by the secretariat of the Conference pursuant to General Assembly resolution 54/235 and is contained in document A/CONF.191/IPC/L.1. The secretariat will circulate proposals and a tabulation for the organization of the work of the Conference, including parallel events.

Item 5: Provisional rules of procedures for the Conference

9. The draft provisional rules of procedures for the Conference are contained in document A/CONF.191/IPC/L.2. The text has been drawn up on the basis of standard rules applicable to Conferences which are held under the auspices of the United Nations.

Item 6: Other business

Item 7: Adoption of the report of the Intergovernmental Preparatory Committee

10. The report of the Intergovernmental Preparatory Committee will be submitted to the fifty-fifth session of the General Assembly and to the Third United Nations Conference on the Least Developed Countries, which will be held in Brussels from 14 to 20 May 2001.